

# How to create a cases export report

This documentation, including images, videos and text, is accurate as of Version 5.12 of Pascal.

We strive to keep our documentation up to date with each release to ensure it remains a reliable resource for our users. However, given the dynamic nature of our software development, there might be instances where changes introduced in subsequent versions are not immediately reflected in this documentation. We encourage users to refer to [the latest release notes](#) and to use the feedback mechanism for any discrepancies or requests for clarification.

In Pascal multiple type of reports can be generated, for example to share information with colleagues in a structured and convenient matter. A global cases report can be one of those reports. The global cases report gives an overview of all created cases, adhering to the selected filters. It generates a CSV file with:

- **Name** - The name of the case.
- **Type** - The type of case this can be Business or Person.
- **Status** - The status of the case.
- **Client** - The Client the case is linked to. If no Client is linked this will be empty.
- **Risk** - The risk of the case.
- **Resolve progress** - The percentage of resolved hits within a case.
- **Assignee** - The assignee of the case.
- **Last modified** - The date that the case was last modified.
- **Case ID** - The identification number of the case.

How to create a global case report.

- 1 Go to the Cases tab.
- 2 Select Filter in the right top corner.
- 3 Select Export cases.

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